

Spokane Transit Authority
1230 West Boone Avenue
Spokane, Washington 99201-2686
(509) 325-6000

PERFORMANCE MONITORING AND EXTERNAL RELATIONS COMMITTEE

Minutes of the December 3, 2014, Meeting

Southside Conference Room

MEMBERS PRESENT

Mike Allen, City of Spokane *
Chuck Hafner, City of Spokane Valley
Richard Schoen, City of Millwood
Rhonda Bowers, Labor Representative
E. Susan Meyer, CEO (Ex-officio)

MEMBERS ABSENT

None

* Chair

STAFF PRESENT

Steve Blaska, Director of Operations
Karl Otterstrom, Director of Planning
Lynda Warren, Director of Finance and Information Services
Beth Bousley, Director of Communications and Customer Svc.
Steve Doolittle, Director of Human Resources
Lynn Holmes, Financial Services Manager
Don Reimer, Manager, Vehicle Maintenance & Facilities
Susan Millbank, Community Ombudsman &
Accessibility Officer
Teresa Overhauser, Project Manager, Information Systems
Jessica Charlton, Project Manager, Planning
Jan Watson, Exec. Assistant & Clerk of the Board
Merilee Robar, Exec. Assistant, Finance & Information Svcs.

GUESTS

None

1. **CALL TO ORDER AND ROLL CALL**

Chair Allen called the meeting to order at 1:47 p.m. Introductions were made. There was no correspondence requiring the Committee's attention.

2. **PUBLIC EXPRESSIONS**

None.

3. **COMMITTEE CHAIR REPORT**

Chair Allen thanked staff for all the work and research they do to keep Board members apprised on activities concerning STA.

4. **COMMITTEE APPROVAL**

A. **MINUTES OF THE NOVEMBER 5, 2014, COMMITTEE SPECIAL MEETING**

Mr. Hafner moved to recommend approval of the November 5, 2014, Committee meeting minutes. The motion was seconded by Mr. Schoen and passed unanimously.

5. **COMMITTEE ACTION**

A. **Board Consent Agenda**

1. **RENEWAL OF SPOKANE POLICE DEPARTMENT INTERLOCAL AGREEMENT**

Ms. Meyer explained that an interlocal agreement between STA and the City of Spokane provides for a Spokane police officer to be based out of the Plaza. The current agreement expires December 31, 2014, and an updated agreement for the period January 1, 2015 – December 31, 2015, was presented. The total cost for the new contract is \$86,900, unchanged from 2014.

Mr. Schoen moved to recommend the Board approve the Spokane Police Department Interlocal Agreement as presented. The motion was seconded by Mr. Hafner and passed unanimously.

B. **Board Discussion Agenda**

1. **DRAFT 2015 STATE LEGISLATIVE PRIORITIES**

Ms. Meyer said that each year the Board of Directors adopts State Legislative priorities to guide the CEO during the legislative session and beyond. The 2015 session establishes budgets for the

2015-2017 biennium. It begins on January 12, 2015, and is scheduled to last 105 days. It is anticipated that a transportation revenue and project package will be a major topic during this session. Because legislation may come forward at any time, based on the Legislative Priorities, the CEO requested authority from the Board to determine STA's interest on specific pieces of legislation and convey those interests to legislators and others, and report back to the Performance Monitoring and External Relations Committee and the Board during the legislative session.

The focus is to monitor proposed legislation paying particular attention to that which may affect STA and/or the Spokane region, positively or negatively. Priorities include:

- maintain decision making for public transportation by local elected public officials;
- preserve current state investments in public transportation;
- plan for long-term state transportation funding with a robust transit component;
- monitor the Supreme Court's McCleary funding impact on taxes (*McCleary v. State, January 5, 2012*), and the Governor's discussion of the carbon tax; and
- partner with other Spokane area organizations where shared interest exists.

Ms. Meyer reviewed STA's current state funding which includes a Special Needs Grant for Paratransit, Regional Mobility Grants Public Transit Grants, and Streamlined Sales and Use Tax Mitigation.

Mr. Allen asked what other options transit systems have to create local funding besides a sales tax. Ms. Meyer said that other options could include a head tax rather than a sales tax, a Transportation Benefit District sales tax and car tab fee could be dedicated to transit, or partnership with other jurisdictions (i.e., contributions from cities and the County for transit). Discussion ensued.

Mr. Hafner moved to recommend the Board approve the 2015 State Legislative Priorities as presented and grant authority to the CEO to determine STA's interest on specific pieces of legislation and convey those interests to legislators and others, and report to the Performance Monitoring and External Relations Committee and the Board during the legislative session. The motion was seconded by Mr. Schoen and passed unanimously.

6. COMMITTEE REPORTS

A. FARE CHANGE – PRELIMINARY PROPOSAL

Ms. Warren explained that STA is evaluating its fares and fare structure for a proposed fare change effective January 1, 2016. Prior to bringing a final recommendation to the Board, staff will conduct a public outreach process, as well as ensure all requirements of Title VI compliance are met. Staff presented the preliminary proposal to the Committee in order for Board members to know the substance of conversations with the public.

Ms. Warren said that major objectives of the change include rider convenience, reasonable pricing, a minimum farebox return of 20%, minimizing complexity (no zonal fares, no peak fares, no express fares), and reduction of the use of cash through pre-paid cards. She added that the preliminary proposal does not include any substantive changes to the philosophy or guiding principles in the current Board-approved policy regarding fares. Ms. Warren reviewed the proposed changes to the current fare structure which included fare increases, discontinuance of the student pass and the youth summer pass, and the introduction of a new 7-day rolling pass. Brief discussion ensued.

During the meeting, staff solicited the Committee's input on a review of major objectives, a preliminary proposal for the new fares, an outreach strategy, and a proposed timeline. Ms. Warren added that staff anticipates submitting a final recommendation to the Board of Directors for approval in March 2015.

7. CEO REPORT

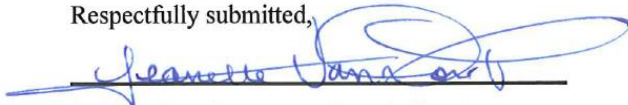
None.

8. COMMITTEE INFORMATION

- A. October 2014 Financial Results Summary (*Lynda Warren*) – as presented.
- B. November 2014 Sales Tax Revenue Information (*Lynda Warren*) – as presented.

- C. October 2014 Operating Indicators (*Steve Blaska*) – as presented.
 - D. Community Outreach and Involvement (*Beth Bousley*) – as presented.
 - E. STA’s Holiday Services and Office Hours (*Jan Watson*) – as presented.
 - F. Bus Stop Signage Replacement Project – Update (*Karl Otterstrom*) – as presented.
9. DRAFT FEBRUARY 2015 COMMITTEE PACKET AGENDA REVIEW
Chair Allen asked if there were any comments about the draft agenda for the next Committee meeting. None were forthcoming. Ms. Meyer noted that this draft agenda is for February because there will be no Committee meeting in January.
10. NEW BUSINESS
None.
11. COMMITTEE MEMBERS’ EXPRESSIONS
Mr. Allen thanked Mr. Blaska for being an immense resource to him over the past year. He added that he enjoyed working with all staff members and wished everyone continued success in the future.
12. ADJOURN
Chair Allen adjourned the meeting at 2:25 p.m.
13. NEXT MEETING – WEDNESDAY, FEBRUARY 4, 2015, 1:30 P.M., STA SOUTHSIDE CONFERENCE ROOM, 1230 WEST BOONE AVENUE

Respectfully submitted,



Jeanette Van Dort, Executive Assistant